

**Minutes of the Public Works Committee**  
**June 23, 2011**

Chair David Swan called the meeting to order at 8:30 a.m.

**Committee Members Present:** County Board Supervisors David Swan (Chair), Walter Kolb, Pamela Meyer, Pauline Jaske, Tom Schellinger, Daniel Draeger. **Absent:** Supervisor Peter Gundrum

**Also Present:** County Board Chief of Staff Mark Mader, Legislative Associate Karen Phillips, Public Works Director Allison Bussler, Architectural Services Manager Dennis Cerreta, Airport Manager Keith Markano, Senior Civil Engineer Karen Braun, Building Operations Manager Mark Keckeisen, Park System Manager Duane Grimm, Senior Financial Analyst Vince Masterson, Budget Management Specialist Linda Witkowski.

**Approve Minutes of May 12, 2011**

MOTION: Jaske, second by Schellinger, to approve the minutes of May 12, 2011 as amended.  
Motion carried 6-0.

**Correspondence**

- Notice of Public Hearing, *2011 Federal Transit Funding Assistance for the City of Waukesha and Waukesha County*, July 7, 2011 at 6:30 p.m., Room 207, Waukesha City Hall

**Update on Bids for Health & Human Services (HHS) and County Grounds Service Center (CGSC) Buildings – Capital Project # 200615**

Bussler and Cerreta were present to discuss the status of the bids for the HHS building project and related issues. Bussler noted that to date very good progress has been made on this project, which is the largest building project in County history. As expected, some changes and compromises have been encountered during the process. Obtaining the required City of Waukesha approval for zoning has taken longer than anticipated and an approval from the City Council for the rezone request is still pending.

Bussler explained she is not asking the Committee to accept the bids today, as it would be most prudent to have the official action from the City Council for appropriate zoning before bids are accepted. A handout, *Final Budget Summary*, dated June 14, 2011, was provided for preliminary review. There were 42 bid packages for this project (e.g. mechanical, electrical, carpentry, steel work, etc.). The construction manager and architect teamed with County Facilities, Architectural Services, Parks and Land Use staff throughout the planning stages of this project. Feedback from everyone involved has been extremely positive.

Bussler announced that last evening, the City Plan Commission unanimously approved the HHS building construction and site plans. Preliminary approval was given for the CGSC building provided there would be some minor changes to the plan (i.e. positioning, landscaping, berming), as the plan has faced some opposition from surrounding neighbors. Bussler speculated on the possible timeline for gaining the necessary approvals from the City and County Public Works Committee. The City Council is expected to hold a public hearing and then meet to consider the rezone request at their meeting on July 19. July 22 was mentioned as a possible future Public Works Committee meeting date for approval of the project bids. Jaske was uncertain of her availability on that date. Mader advised the Public Works Committee members that they would be kept apprised whether the factors fall into place to hold the meeting, and be updated as soon as more information is available.

Cerreta referred to the *Final Budget Summary* handout for the HHS and CGSC buildings. The project has come in at \$3.2 million under budget. Cerreta complemented the construction manager for his exceptional efforts in the process thus far. Bussler added that this bid information has not yet been posted publicly.

Cerreta provided an overview of the bid details as outlined, including soft costs, contracts, the low contractor (apparent low bid), base bid, and a break down of HHS and CGSC costs. The furniture, bid separately, came in under budget at \$2 million. The bid for the total project (hard and soft costs) including owner (County) and construction contingencies is \$33,472,216. Bussler clarified that the soft costs have not been bid out yet; they are only estimates at this point.

Swan recalled that the demolition cost of the current HHS building was not included in this bid. Cerreta confirmed that the HHS demo is not a part of this project. Bussler reminded the Committee that the current HHS building was one option being considered for use as swing space during a future courthouse renovation or new building project.

Cerreta further discussed the details of the contingency amounts included in the bid. Once the project is underway, the contingency funding can be used for unforeseen conditions that are within the scope of completing the project. The funding is reserved just in case a mistake was made or a change is required. Mader further explained that something which would represent a significant scope change, i.e. adding a floor, increasing the size of the building, or anything that represents a policy change would come to the Committee and County Board for consideration.

Other bid related issues, including the no-bid items and alternates, were discussed at length.

### **Ordinance 166-O-23: Modify 2011 Airport Operating Budget For Appraisals Of Century Fence Property**

Jaske recused herself from the discussion and vote regarding this ordinance and left the Committee Room at 9:29 a.m.

Markano and Bussler were present to discuss this ordinance that modifies the airport operating budget to allocate the estimated funds (\$20,000) needed for appraisals for the possible acquisition of the Century Fence property. Markano explained that it is one of the Airport's budget objectives to begin exploring acquisition of land identified in the Airport Master Plan as it becomes available. Last year after the business relocated, the 8.3 acre Century Fence property on Silvernail Road was listed for sale. It was decided to explore acquisition of the property.

Bussler explained that the Airport Master Plan is a 20-year "wish list". It does not dictate a specific plan, but rather ideas. This property has been identified in the plan. Acquisition of this property would insure that non-compatible land use issues from potential future owners would be prevented on this specific parcel.

Markano discussed the stringent guidelines that need to be followed in order to maintain eligibility for federal reimbursement when/if the parcel is acquired. Guidelines on the appraisal process require that the County have at least one full appraisal and a narrative appraisal. Additionally, the owner may choose to have another (3<sup>rd</sup>) appraisal at the County's expense. If a purchase price can be agreed upon, the County would consider purchasing this property as an alternative to building a new facility for storage of maintenance and snow removal equipment, as the property includes a building that would serve that

purpose. In that case, the capital project for the Airport snow removal equipment building would be eliminated, subject to a favorable return on investment analysis.

MOTION: Schellinger moved, second by Kolb, to approve Ordinance 166-O-023.

Mader stated Chairman Dwyer has serious concerns about this ordinance, specifically with the cost of the appraisals; however, it was explained that there must be no deviation from the required appraisal process in order to maintain eligibility for federal funding. Meyer noted that the Finance Committee voted unanimously to approve this ordinance.

Motion carried 5-0.

Jaske return at 9:48 a.m.

**Ordinance 166-O-021: Laying Out, Relocation And Improvement Of County Trunk Highway E, Waukesha County Project, Project I.D. 08-2774(15), 400 Feet North Of Mary Hill Drive - Town Of Merton, Waukesha County**

MOTION: Kolb moved, second by Jaske, to approve Ordinance 166-O-021.

Braun was present to discuss the relocation order for the County Trunk Highway E road project in the Town of Merton. Land acquisition is necessary for a culvert replacement under Highway E. The new culvert will be longer, more askew and impact two adjacent properties. Both property owners are supportive of the project.

Motion carried 6-0.

**Ordinance 166-O-022: Laying Out, Relocation And Improvement Of County Trunk Highway VV, Waukesha County Project, Project I.D. 2753-06-71, CTH Y To Jackson Drive - Village Of Menomonee Falls, Waukesha County**

MOTION: Draeger moved, second by Jaske, to approve Ordinance 166-O-022.

Braun was present to discuss the relocation order for the County Trunk Highway VV road project in Menomonee Falls. In this phase of the project there are a couple of properties that need to be acquired. This particular acquisition pertains to only one property and it is a hardship. The property owners are eager to move because they have found a condominium to purchase. They contacted the County and requested the early acquisition. After further discussion and review, the County agreed to expedite the property acquisition.

Motion carried 6-0.

**Approval of Bid: Law Enforcement Center Roof Replacement**

Keckeisen was present to discuss the bid for the LEC roof replacement. Four contractors provided bids for this project. Since the County disqualified the bid of A-1 Duran Roofing because the bidding procedure was not followed, Walsdorf Roofing Company is the apparent low bidder. Walsdorf submitted a bid in the amount of \$295,800; the budget for this project is \$380,000.

MOTION: Schellinger moved, second by Draeger, to approve the bid of Walsdorf Roofing Company in

the amount of \$295,800 for the base bid.

Meyer asked how long the new roof is expected to last. Keckeisen stated it should last about 17-18 years. There is a 15-year guarantee on the roof.

Motion carried 6-0

**Approval of Bid: Park Restrooms Renovation at Menomonee County Park**

Grimm provided a brief recap of the background of this project bid. He explained that following rejection of the bid for park restroom renovations at Menomonee and Nashotah County Parks, the project was reworked and put out for rebid of Menomonee Park only. Ray Stadler Construction Co. submitted the low bid of \$378,410.

MOTION: Jaske moved, second by Schellinger, to approve the bid of Ray Stadler Construction Co. in the amount of \$378,410 for the base bid. Motion carried 6-0.

**Request for Reassignment of Parking Stalls in the Juvenile Center Lot**

Grimm referred to a map illustrating the location of the proposed 90-minute parking stalls. The request was made by the judges who work at the Juvenile Center because they would like to see more parking for their customers. A total of nine parking stalls on the west side of the Juvenile Center would be reassigned as 90-minute parking.

MOTION: Kolb moved, second by Schellinger, to approve the reassignment of nine parking stalls in the Juvenile Center lot. Motion carried 6-0

**Executive Committee Report of June 20, 2011**

Swan highlighted the items discussed at the June 20<sup>th</sup> Executive Committee meeting. The Committee heard a presentation of the 2011 Waukesha County Central Fleet Audit and several appointments and ordinances were approved.

**Future Agenda Item**

- Update on the Retzer Nature Center pond project following completion

**Future Meeting Date**

- July 14 and/or a date to be determined

MOTION: Jaske moved, second by Meyer, to adjourn at 10:20 a.m. Motion carried 6-0.

Respectfully submitted,

Pauline T. Jaske  
Secretary